



STATE OF DELAWARE
DEPARTMENT OF CORRECTION
BUREAU OF MANAGEMENT SERVICES
PURCHASING OFFICE
245 MCKEE ROAD
DOVER, DELAWARE 19904
Telephone: (302) 857-5412
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May 29, 2013

Richard Devin
Todd Devin Food Equipment Inc.
668 Stony Hill Road, PMB 129
Yardley, PA 19067

RE: KITCHEN EQUIPMENT, DOC CONTRACT NO. DOC1324-KITCHEQUIP
AWARDED ITEM: ALL

Dear Mr. Devin:

The Department of Correction is pleased to inform you that Todd Devin Food Equipment Inc. is the successful bidder for DOC1324-KITCHEQUIP, Kitchen Equipment. The award of this contract is subject to execution of the enclosed contract documents.

Enclosed are two (2) copies of our contract form that must be completed and returned to my attention prior to June 10, 2013. The contract form MUST have the signature of a representative who has the legal capacity to enter your organization into a formal contract with the State of Delaware, Department of Correction. One copy of the fully executed contract form will be returned for your records.

Please include a copy of your valid DE Business License as well as a current certificate of insurance for Comprehensive General Liability and Product Liability coverages as outlined on page 14, Section 11 of the ITB.

Do not incur any expense or obligation in connection with fulfillment of the contract agreement until you receive an official State of Delaware Purchase Order. If you require any clarification, please do not hesitate to contact me at (302) 857-5412. We appreciate your interest and look forward to working with you.

Sincerely,

Erika Martine-Duquette
Purchasing Services Administrator

Enclosures